

# **CIVIL SERVICE COMMISSION REGULAR MEETING AGENDA**

February 9, 2021 at 2:00 p.m. via Zoom platform

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Meeting ID: 935 6810 5672

## **1. Meeting Minutes**

The Minutes from the regular monthly Civil Service Commission meeting on January 12, 2021 are submitted for review.

## **2. Vacancy Report**

## **3. Merit Increases**

## **4. Permanent Appointments**

## **5. Updated Job Description - Deputy Fire Marshal**

The Commission is asked to approve the updated job description of Deputy Fire Marshal.

## **6. Library Assistant I**

The Commission is asked to approve the position of Library Assistant 1 as a non-competitive classification.

## **7. Appeal – Mr. Felix Berrios – Tabled from January 12, 2021**

Mr. Berrios is represented by Attorney Robert Gulash and the appeal regarding his disqualification from the hiring process for entry level Firefighter exam #2360 for failing his background exam is now requested to be withdrawn.

## **8. Appeal – Mr. Eric Stewart-Alicea**

The Commission received a request for an appeal from Mr. Eric Stewart-Alicea regarding his disqualification from the hiring process for Public Safety Telecommunicator exam #2366 for failing a portion of his medical examination.

## **9. Tripartite Vote**

The Commission has received a request for a tripartite vote regarding the termination of employment of Lynda McManus as Benefits Coordinator.

#### **10. Assistant Purchasing Agent**

The Commission has received a request for a discussion, initiated by Ms. Laura DeMoura, regarding the appointment of an acting Assistant Purchasing Agent.

#### **11. Legal Report**

#### **12. Acting Personnel Director Report**

##### Exams:

- Deputy Fire Marshal
- Fire Inspector
- Public Safety Supervisor
- Public Safety Telecommunicator
- Entry Level Police Officer
- Police Lieutenant
- Civilian Detention Officer
- Custodian IV

##### Budget for FY 2021-2022

On-going process

Next regular monthly CSC meeting Tuesday, March 9, 2021

#### **13. Personnel Director Exam Update**

## CIVIL SERVICE COMMISSION REGULAR MEETING

January 12, 2021 p.m. via Zoom platform

### MINUTES

Commissioner Falberg called the regular monthly meeting of the Civil Service Commission to order at 2:08 p.m. Present were Commissioners Rodgers, Buccino and Grech; Eric Amado, Acting Personnel Director; Clerk to the Commission Deborah Brelsford; Atty. John Mitola; Fire Chief Richard Thode; Deputy Fire Chief Lance Edwards, Michael Freddino, NAGE Vice President; Mr. James Meszoros, NAGE President; Atty. Daniel Kryzanski; Lisa Morrissey, Health Director; John Piazza, Deputy Chief Anthony Armeno, Ronald Christy, and Audrey Gaines

#### 1. Meeting Minutes

The Minutes from the regular monthly Civil Service Commission meeting on December 8, 2020 are submitted for review.

**\*\* COMMISSIONER BUCCINO MOVED TO APPROVE THE MINUTES FROM THE REGULAR MONTHLY CIVIL SERVICE COMMISSION MEETING ON DECEMBER 8, 2020.**

**\*\* COMMISSIONER RODGERS SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

#### 2. Vacancy Report – NOTED FOR THE RECORD

The Vacancy Report was presented by Mr. Amado.

VACANCIES – Report 01/12/2021

##### Competitive Positions

##### Former

##### Replacement

##### Non-competitive Positions

##### Former

##### Replacement

##### PUBLIC FACILITIES

Seasonal Maintainer I Grade II (5)

Seasonal Maintainer I Grade I (2)

Equipment Mechanic Foreman (Promotion)

Vacant

John Sweeney

##### HEALTH

Community Health Worker Manager

Community Health Worker

New Contractual Position

New Contractual Position

Djaniffer DeGraca

Stephanie Plua

##### PARKS

Seasonal Maintainer I Grade I (1)

**\*\* COMMISSIONER BUCCINO MOVED TO APPROVE THE VACANCY REPORT AS PRESENTED.**

**\*\* COMMISSIONER GRECH SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

#### 3. Merit Increases – CERTIFY FOR PAYROLL

Mr. Amado presented the report.

**DECEMBER 2020 MEETING**  
**MERIT INCREASES EFFECTIVE JANUARY 1, 2021**  
**Added Union Salary Increase for:**  
**\*City Attorney – 2.0%, \*\*LIUNA – 1.0%, \*\*\*NAGE – 2.0%**

<b>BUILDING</b>		
207541 – Tamar Morales	Administrative Specialist	\$78,677.00 (Step 5) to \$82,659.00 (TOP)
<b>Vital</b>		
***214339 – Michelle Robles	Vital Records CUST SVC CLK	\$42,382.00 (Step 4) to \$45,108.00 (Step 5)
<b>POLICE</b>		
***215644 – Katla Moreno (Velez)	Typist I (35 HRS)	\$42,178.00 (Step 4) to \$43,989.00 (5)

**JANUARY MEETING 2021**  
**MERIT INCREASES EFFECTIVE JANUARY 1<sup>ST</sup>, 2021**

**Public Facilities:**

**Garage:**

219617 – Coloma, Ricardo	Fleet Mechanic	\$65,707.00 (Step 1) to \$67,124.00 (Step 2)
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**MERIT INCREASES FOR JANUARY 1<sup>ST</sup>, 2021 C.S.C MEETING**

<b><u>FIRE</u></b>	<b><u>JOB TITLE</u></b>	<b><u>EFFECTIVE JAN.&amp;FEB.2021</u></b>
WILFREDO TERRON	PUMPER ENGINEER	\$73,084.00 (1) TO \$75,676.00 (2)TOP
AVERY PENIX	FIRE FIGHTER	\$53,698.00(1) TO \$58,454.00(2)
JAMES BULERIN III	FIRE FIGHTER	\$53,698.00(1) TO \$58,454.00(2)
DEVANTE TEEL	FIRE FIGHTER	\$53,698.00(1) TO \$58,454.00(2)
EUGENE DAWSON	FIRE FIGHTER	\$53,698.00(1) TO \$58,454.00(2)
DANY ESTRADA	FIRE FIGHTER	\$53,698.00(1) TO \$58,454.00(2)
CHRISTOPHER BURKETT, JR.	FIRE FIGHTER	\$53,698.00(1) TO \$58,454.00(2)
TAVAR GRAY-SMITH	FIRE FIGHTER	\$53,698.00(1) TO \$58,454.00(2)
ANTHONY ABRAHAMS	FIRE FIGHTER	\$53,698.00(1) TO \$58,454.00(2)
DAVID GOMEZ-COLON	FIRE FIGHTER	\$53,698.00(1) TO \$58,454.00(2)
EDUARDO FERREYRA	FIRE FIGHTER	\$53,698.00(1) TO \$58,454.00(2)
CRISTIAN RODRIGUEZ	FIRE FIGHTER	\$53,698.00(1) TO \$58,454.00(2)
WARDIN EASTUS	FIRE FIGHTER	\$53,698.00(1) TO \$58,454.00(2)
DEVRON WILSON	FIRE FIGHTER	\$53,698.00(1) TO \$58,454.00(2)
HAROLD CLARKE JR.	FIRE FIGHTER	\$53,698.00(1) TO \$58,454.00(2)
GIANCARLOS ARISTY	FIRE FIGHTER	\$53,698.00(1) TO \$58,454.00(2)
JAMES MCMAHON	FIRE FIGHTER	\$53,698.00(1) TO \$58,454.00(2)

**STEP INCREASES JANUARY 1, 2021**

Dept	Employee	Position	Increase
Purchasing	Pedro Silva	Buyer	\$60,442 (1) to \$63,488 (2)
Emergency Operations	Lechelle Frank	Public Safety TCO	\$27.88/Hr (4) to \$31.00/Hr (Top)
Emergency Operations	Earl Herbert	Public Safety TCO	\$27.88/Hr (4) to \$31.00/Hr (Top)
Emergency Operations	Kathleen Summ-Brooks	Public Safety TCO	\$27.88/Hr (4) to \$31.00/Hr (Top)

**STEP INCREASES JANUARY 6, 2021**

Dept	Employee	Position	Increase
Emergency Operations	Ashley Calvao	Public Safety TCO	\$21.97/Hr (1) to \$24.54/Hr (2)
Emergency Operations	Jordan Petrone	Public Safety TCO	\$21.97/Hr (1) to \$24.54/Hr (2)
Emergency Operations	Darya Wierzbowski	Public Safety TCO	\$21.97/Hr (1) to \$24.54/Hr (2)

**\*\* COMMISSIONER BUCCINO MOVED TO APPROVE THE MERIT INCREASES REPORT AS PRESENTED.**

**\*\* COMMISSIONER RODGERS SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

**4. Permanent Appointments – CERTIFY FOR PAYROLL**

Mr. Amado presented the report.

**FIRE PERMANENCY JANUARY 1, 2021 C.S.C. MEETING**

<b>FIRE</b>	<b>JOB TITLE</b>	<b>EFFECTIVE</b>
MARCUS DIERNA	FIRE CAPTAIN	12/27/2020
JOSEPH LACHIOMA	FIRE CAPTAIN	12/27/2020
JEFFREY CORDISCO	FIRE CAPTAIN	12/27/2020
JEFFREY CRONIN	FIRE ASST. CHIEF	12/27/2020
SCOTT FOSS	FIRE ASST. CHIEF	12/27/2020
SALVATORE EMANUEL	FIRE ASST. CHIEF	12/27/2020

**Permanent Appointments**

Dept	Employee	Position	Effective
Library	Nykia Eaddy	Librarian III	10/11/2019
Library	Luis Rodriguez	Librarian III	01/02/2020

**\*\* COMMISSIONER RODGERS MOVED TO APPROVE THE PERMANENT APPOINTMENTS REPORT AS PRESENTED.**

**\*\* COMMISSIONER BUCCINO SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

**5. Tripartite Vote – Mr. John L. Piazza**

The Commission received a request from Health Director, Ms. Lisa Morrissey for a termination hearing regarding probationary employee, Mr. John L. Piazza.

Atty. Mitola said Ms. Morrissey and Ms. Gaines should speak first. Ms. Morrissey said the employee received a recommendation not to extend employment. She said that there had been issues with following instructions, assignments that were not completed and assignments that took an inordinate amount of time. Ms. Gaines agreed.

Mr. Piazza spoke about an assignment regarding preparing information for a mail merge along with equipment difficulties, Energov training and additional assignment to task forces.

Mr. Meszoros, the President of NAGE, said that the staff member had also been in various Zoom calls and receiving assignments from the CEO along with answering phone calls.

Ms. Morrissey said that Mr. Piazza had been given an assignment by Mr. Gomes and that report was not done to standards.

Mr. Piazza said that he had been requested to combine a number of spreadsheets and asked to merge the information. He was also informed by some superiors that they would no longer be using Excel but would be switching to the Energov program.

Mr. Michael Freddino, the Vice President of NAGE, said that the union officers were very surprised when they were notified of the termination. Mr. Freddino said that Mr. Piazza had helped the union officials learn the new system and had turned in excellent work. [Mr. Freddino's audio failed at this point.]

Mr. Freddino said that he felt that Mr. Piazza should be allowed to finish out his six month probation period.

Mr. Amado asked Mr. Freddino to confirm if he had said that Mr. Piazza was doing a great job. Mr. Freddino said he felt he was doing a great job. Mr. Amado asked Mr. Freddino if he was Mr. Piazza's supervisor or if he evaluates Mr. Piazza's work. Mr. Freddino said that he was not Mr. Piazza's supervisor and that he does not evaluate Mr. Piazza's work.

Commissioner Falberg asked Mr. Piazza how many people were his supervisors. Mr. Piazza said that he had received directions from several people. Ms. Morrissey was his Director and Ms. Gaines was his direct supervisor. He added that there had been others in the administration that wanted him to participate in different projects. Mr. Amado said that Ms. Gaines was the person who completed his evaluations.

Mr. Amado asked Ms. Gaines for clarification on the assignment of work. Ms. Gaines said that Ms. Morrissey would work with her to give work assignments. Ms. Morrissey

said that she was out for a period of time, someone from the CEO's Office took over supervising.

Ms. Morrissey said that they needed to rely on accurate information, particularly during COVID. She said that she had asked Mr. Piazza to complete an assignment and he did not provide her with the information she asked for. She later completed the assignment correctly before Thanksgiving.

Mr. Piazza said that he was originally told he was to work in Housing Code, but later pulled into Environmental.

Commissioner Buccino said Mr. Piazza's first probationary report was better than the second one. Mr. Piazza said that he had not received the report. Commissioner Buccino said that Mr. Piazza had signed it. Mr. Piazza said that he had received both reports at the same time. He said that he should have focused more on the data analysis than the other tasks he was asked to do.

Discussion followed about the evaluation process.

Commissioner Grech asked Mr. Piazza if he felt that he could perform the job. Mr. Piazza said that he learned more about Excel each time he used it. He said that he had not known how to do a mail merge on Excel. He gave some examples of concerns about duplicate entries when there are several of the same services such as McDonald's in the city.

Commissioner Grech commented that Mr. Piazza had been given both reviews at the same time. He asked if Mr. Piazza would be able to perform the job if he was given an extension. Mr. Piazza said that he believed he would be able to do the job.

Commissioner Buccino asked what would happen if an employee was terminated during the probationary period. Atty. Mitola said that there was nothing in Charter that would prevent the supervisor from terminating an employee during the probationary period.

Mr. Amado said that Mr. Piazza would not be able to grieve through the Union if he is terminated. Mr. Freddino said that the contract required two reviews and noted that the employee was not given an opportunity to improve. Mr. Freddino said that he was confident Mr. Piazza would improve because Mr. Freddino worked with him.

**\*\* THE TRIPARTITE VOTE TO TERMINATE THE EMPLOYMENT OF MR. PIAZZA WAS AS FOLLOWS:**

**MR. AMADO VOTED NOT TO TERMINATE.**

**MS. MORRISSEY VOTED TO TERMINATE.**

**THE COMMISSIONERS VOTED AS FOLLOWS:**

**COMMISSIONER BUCCINO VOTED NOT TO TERMINATE.  
COMMISSIONER GRECH VOTED NOT TO TERMINATE.  
COMMISSIONER RODGERS VOTED NOT TO TERMINATE.**

**\*\* BASED ON THE TRIPARTITE VOTE, THE REQUEST FROM HEALTH DIRECTOR, MS. LISA MORRISSEY FOR TERMINATION OF THE PROBATIONARY EMPLOYEE, MR. JOHN L. PIAZZA FAILED TO PASS.**

Atty. Mitola noted that the Health Department must be careful to complete the probationary evaluations in a timely manner.

**6. Appeal – Mr. Felix Berrios --Tabled from December 8, 2020**

The Commission received a request for an appeal from Mr. Felix Berrios regarding his disqualification from the hiring process for entry level firefighter #2360 due to habits and conduct. Mr. Berrios is represented by Attorney Robert Gulash.

**\*\* COMMISSIONER BUCCINO MOVED TO TABLE THE APPEAL FROM MR. FELIX BERRIOS REGARDING HIS DISQUALIFICATION FROM THE HIRING PROCESS FOR ENTRY LEVEL FIREFIGHTER #2360 DUE TO HABITS AND CONDUCT.**

**\*\* COMMISSIONER GRECH SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

**7. Appeal – Mr. Nicholas Elliott (denied without prejudice 11/10/2020)**

The Commission received a request for an appeal from Mr. Nicholas Elliott regarding his disqualification from the hiring process for entry level Firefighter #2360 due to failing a portion of his medical examination. Mr. Elliot is being represented by Attorney Daniel Kryzanski.

Atty. Kryzanski stated his client wished to have a public hearing. Mr. Amado said that the medical panel detected higher liver enzymes.

Atty. Kryzanski said his client was in good health and they were not sure why the test results indicated elevated levels. His client had a second test done and all the levels were normal.

Mr. Amado stated that the Department does not accept third party test results.

**\*\* COMMISSIONER FALBERG ASKED THE COMMISSIONERS TO VOTE ON THE APPEAL REQUEST FROM MR. NICHOLAS ELLIOTT REGARDING HIS DISQUALIFICATION FROM THE HIRING PROCESS FOR ENTRY LEVEL FIREFIGHTER #2360 DUE TO FAILING A PORTION OF HIS MEDICAL EXAMINATION.**

**COMMISSIONER BUCCINO MOVED TO DENY.  
COMMISSIONER GRECH MOVED TO DENY.**

**COMMISSIONER RODGERS MOVED TO DENY.**

**\*\* THE APPEAL REQUEST FROM MR. NICHOLAS ELLIOTT WAS UNANIMOUSLY DENIED.**

Mr. Elliott said that when he went to the appointment, the lab techs were not able to draw his blood and he had to go to a different lab to have his blood drawn twice.

Mr. Amado pointed out that the Commission had already voted. Atty. Mitola said that the Commission could rescind their motion. Atty. Mitola suggested that Commission rescind their vote and vote again.

**\*\* COMMISSIONER GRECH MOVED TO RESCIND THE PRIOR VOTE.  
\*\* COMMISSIONER BUCCINO SECONDED.  
\*\* THE MOTION TO RESCIND THE PRIOR VOTE PASSED UNANIMOUSLY.**

Mr. Elliot said that he would be a second generation firefighter as his father was a firefighter in Stamford.

**\*\* COMMISSIONER FALBERG ASKED THE COMMISSIONERS TO VOTE ON THE APPEAL REQUEST FROM MR. NICHOLAS ELLIOTT REGARDING HIS DISQUALIFICATION FROM THE HIRING PROCESS FOR ENTRY LEVEL FIREFIGHTER #2360 DUE TO FAILING A PORTION OF HIS MEDICAL EXAMINATION.**

**COMMISSIONER RODGERS MOVED TO GRANT.  
COMMISSIONER BUCCINO MOVED TO DENY.  
COMMISSIONER GRECH MOVED TO DENY.**

**\*\* THE APPEAL REQUEST FROM MR. NICHOLAS ELLIOTT WAS DENIED.**

#### **8. Appeal – Ronald Christy**

The Commission received a request for an appeal from Mr. Ronald Christy regarding the rescission of his residency preference points.

Mr. Amado reviewed the details of the appeal request involving the fact that Mr. Christy was a non-Bridgeport resident on April 22, 2020. His residency preference points were removed.

Mr. Christy said that he had an appeal on December 8th. He said that during the appeal process, he got married and his wife had a baby. Due to the fact that their Bridgeport residence was not big enough, they moved to Milford. He explained that if the issue with the drug test had not happened, he would have been living in Bridgeport. He later received two conditional job offers.

Mr. Amado said that residency rule indicates that candidates must be a resident when they were hired. Discussion followed.

Atty. Mitola asked when Mr. Christy moved to Milford. Mr. Christy said that he purchased the house in November, but they had not moved until February. He said that his rank was #22, but once the residency points were removed, he dropped down to #322. The first appeal was filed in January of 2020 and he notified the Department in February that he had moved.

Discussion followed about the scheduled meetings and that the appeal hearing was delayed due to lack of a quorum.

Mr. Amado said that if the Commission approves returning the residency points, he would return to his previous position on the list and continue in the program.

**\*\* COMMISSIONER FALBERG ASKED THE COMMISSIONERS TO VOTE ON THE APPEAL REQUEST TO REINSTATE THE RESIDENCY POINTS**

**COMMISSIONER BUCCINO MOVED TO DENY.  
COMMISSIONER RODGERS MOVED TO DENY.  
COMMISSIONER GRECH MOVED TO DENY.**

**\*\* THE APPEAL REQUEST FROM MR. RONALD CHRISTY WAS UNANIMOUSLY DENIED.**

**Legal report – No report.**

#### **10. Acting Personnel Director Report**

- Public Safety Telecommunicator Exam

Mr. Amado said the hair follicle tests have been performed and they are waiting on some of the test results.

- Public Safety Supervisor

The survey has been sent out to the applicants. They will be sent back to I/O.

- Civilian Detention Officer

A formal announcement was released and only a handful of responses were received. He said that this may be because the salary is lower than a State Corrections Officer.

- Police Lieutenant Exam

A job analysis will have to be done. Surveys are still outstanding.

- Police Captain Exam

Police Chief wanted the Department to focus on the Lieutenant Exam.

- Deputy Fire Marshal

This exam is expected to be given in February.

The Department has been in contact with the Mayor's Office and Training Division regarding the recruitment of entry level Police Officers.

Next month's Civil Service Commission meeting is February 9, 2021.

**Personnel Director Exam Update**

Atty. Mitola said that there was no update on the Personnel Director Exam. The administration has been focused on COVID and are aware they need to start to address the Police Chief search.

**ADJOURNMENT**

**\*\* COMMISSIONER BUCCINO MOVED TO ADJOURN.**

**\*\* COMMISSIONER GRECH SECONDED.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 4:00 p.m.

Respectively submitted,  
Telesco Secretarial Services



**MERIT INCREASES FOR FEBRUARY 9, 2021 C.S.C MEETING**

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<b><u>POLICE</u></b>	<b><u>JOB TITLE</u></b>	<b><u>EFFECTIVE MARCH 1, 2021</u></b>
BOBBY HERNANDEZ	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
JONATHAN SIMMONS	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
ADAM SZEPS	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
JOSEPH PIRES	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
NATALIE MCLAUGHLIN	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
LUIS ORTIZ	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
KAMAR GIDDEN	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
MARIO PECIREP	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
THIAGO REAES	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
EROILDO QUILES	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
MARGARET FARKAS	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
LINET CASTILLO-JIMENEZ	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
RICHARD JIMENEZ	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
DALE WALKER	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
CYNDY TRINH	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
ANDREW CHRISTIE	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
CARLOS CARMO	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
JAMES BOULAY	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
TAEQUAN MITCHELL	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
MATHEW JOHNSON	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
CHELSEY LANCIA	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
MARCUS BERRIOS	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
OVELIZE ELENA	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
MILKA RODRIGUEZ	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
HECTOR RIVERA	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
DANIEL ORTIZ	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP
STEPHEN SILVA	POLICE OFFICER	\$70,467.00(3) TO \$75,164.00(4) TOP

**STEP INCREASES DECEMBER 1, 2020**

<b>Dept</b>	<b>Employee</b>	<b>Position</b>	<b>Increase</b>
Library	Monika Anton	Librarian I	\$66,348 (3) to \$68,436 (4)
Library	Adam Cleri	Librarian I	\$64,283 (2) to \$66,346 (3)
Library	Kristin Graf	Librarian I	\$62,190 (1) to \$64,283 (2)
Library	Anna Knorovska	Librarian II	\$80,309 (2) to \$82,038 (3)
Library	Nykia Eaddy	Librarian III	\$84,456 (1) to \$86,198 (2)
Library	Luis Rodriguez	Librarian III	\$84,456 (1) to \$86,198 (2)

**FEBRUARY MEETING 2021  
MERIT INCREASES EFFECTIVE JANUARY 1<sup>ST</sup>, 2021**

**Health Dept:**

**Environment:**

215868 – Bernal, Guillermo <b>Retroactive Effective 1/1/21</b>	Registered Sanitarian/Inspector	\$83,264.00 (Step 4) to \$83,682.00 (Step 5)
215844 – Desrouilleres, Carla <b>Retroactive Effective 1/1/21</b>	Registered Sanitarian/Inspector	\$83,263.00 (Step 4) to \$83,682.00 (Step 5)

**FIRE PERMANENCY FEBRUARY 9, 2021 C.S.C. MEETING**

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<b>FIRE</b>	<b>JOB TITLE</b>	<b>EFFECTIVE</b>
GATSHA WILSON	PUMPER ENGINEER	12/27/2020
STEPHEN BUDA	PUMPER ENGINEER	12/27/2020
PEDRO GONZALEZ	FIRE INSPECTOR	12/27/ 2020

## Permanent Appointments

Dept	Employee	Position	Effective
Benefits Admin.	Samantha Jack	Clerk A	12/22/2020

**PERMANENT APPOINTMENTS – FEBRUARY 2021 MEETING**

<b>ID#</b>	<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>JOB TITLE</b>	<b>EFFECTIVE DATE</b>
219313	Lawrence-Shaw	Dorinda	Custodian I	1/20/2021
219314	Spain	Jovonya	Tax Collector Clerk	1/20/2021
218373	Torres	Giselle	Clerical Assistant	1/22/2021



## Job Description

Job Title:	<b>Deputy Fire Marshal</b>
Job Description Number:	3109
Department/Division:	Fire / Fire Prevention
Exemption Status:	Non-Exempt
Immediate Supervisor:	Fire Marshal
Effective Date:	TBD

### **Brief Description of Job**

Under the direction of the Fire Marshal, the Deputy Fire Marshal is responsible for the enforcement of all fire and life safety codes, as adopted by the City of Bridgeport, through fire inspections, public education, and fire investigations.

### **Essential Duties**

#### **Conduct Fire Code Plan Review**

- Perform plan review for compliance with adopted Fire Code and other national, state, and local codes and standards. Types of structures/projects reviewed include (but are not limited to): residential, commercial, industrial, land use development, fire protection systems, utilities, etc.
- Participate in meetings to provide permit applicants, contractors, developers and others with critical information about permit requirements, code requirements, best practices, and other relevant information such as emergency vehicle access, fire flow, exit plans, and fire protection system standards.

#### **Conduct Inspections**

- Conduct on-site inspections of commercial properties (e.g., schools, nursing homes/hospitals, etc.) to ensure the following: 1) proper fire protection systems are installed and functioning correctly and are properly maintained, 2) fire hazards are identified, and 3) provide advice to owners to aid in eliminating or reducing hazards.
- Identify corrective actions needed to bring properties into compliance with applicable fire codes and ordinances and conduct follow-up inspections to see if corrective actions have been taken.
- Document efforts taken to bring property owners into compliance with laws, codes, regulations, ordinances and standards.
- Report and issue citations for fire code violations found during inspections; testify in court about violations when required.
- Conduct inspections of and test new and existing fire protection systems, fire detection systems, and fire safety equipment to ensure that they are operating properly.
- Conduct testing to verify acceptance testing.

### **Assist in Management and Operation of Fire Prevention Division**

- Provide leadership, direction and communication regarding work assignments, services and operations, and resolution of fire prevention issues.
- Schedule, assign and oversee daily operations and activities.
- Monitor and review progress on assignments, including incident reporting and fire loss reports.
- Analyze workloads, processes, and functions in order to make recommendations for and/or implement necessary improvements.
- Coordinate and assist in the development, updating, and quality control of fire prevention services, policies and procedures.
- Assist in the preparation of fire prevention budget and management of related expenditures including, procurement, utilization, and maintenance of fire prevention related equipment.
- Assist in the review of staff performance.
- Review and approve timesheets and leave requests.
- Establish and maintain effective relationships with City, County, State and Federal agencies as well as other groups in relation to fire regulations and code enforcement.
- Respond to public inquiries concerning code requirements.

### **Conduct Fire Investigations**

- Respond to fire scenes, as needed, to conduct the following: 1) identify the origin and cause of a fire; 2) collect and preserve evidence; 3) interview witnesses; 4) take pictures and/or draw diagrams; and 5) estimate the amount of damage, as it pertains to NFPA 921 and NFPA 1033.
- Prepare analytical reports following an investigation to reveal findings.
- Provide expert witness testimony in court, as needed.

### **Community Risk Reduction**

- Prepare material for and conduct classes, programs and/or trainings to educate and identify areas of risk to the community.
- Maintain records and analyze data to assist in the development and evaluation of classes, programs and trainings.

*This job description is not, nor is it intended to be, a complete statement of all duties, functions, responsibilities and qualifications which comprise this position. It is intended to be a fair representation of the "typical" demands of the position.*

## **Minimum Qualifications**

### **Experience**

Minimum three (3) years with Bridgeport Fire Service at the rank of bona fide Senior Fire Inspector or a bona fide Fire Inspector.

### **Special Requirements and Certifications**

- Valid Connecticut driver's license
  - Must have a good driving record
- Legally allowed to work in the United States
- As a condition of employment, must possess and retain certification as a fire inspector, per Connecticut General Statute 541 (s) 29-298

### **Required Knowledge, Skills and Abilities**

- **Knowledge of the following:** department rules, regulations and practices; fire prevention theory, principles, practices, and trends; applicable codes, laws, rules, and regulations and their enforcement; basic supervisory techniques; reasons and intent of fire code requirements; building construction; fire protection systems; how to coordinate, conduct, and complete a fire investigation.
- **Ability to do/perform the following:** explain knowledge areas listed above to persons with varying education and knowledge; coordinate, conduct and complete fire investigations; conduct plan review of complex building plans; conduct inspections during construction and through completion to certificate of occupancy; review modifications and make recommendations as to approval or denial in accordance with State statutes; foster a positive customer service work environment and be receptive to appropriate customer concerns; excellent reasoning, critical thinking and problem solving skills, especially under conditions which may at times be psychologically and emotionally stressful; communicate fluently both orally and in writing; organize and prioritize work; establish and maintain good working relationships; lead, supervise, correct, develop and guide employees under your supervision; communicate effectively with people who are in physical or emotional distress and do so in a respectful and courteous manner; and have good hand eye coordination and fine manipulation skills in order to operate computers and other office equipment.

## **Tools and Equipment Used**

Computers, tablets, various office equipment, camera equipment (especially digital equipment), and software such as Microsoft Office, Intergov, Fire House and Fireworks.

## **Working Conditions**

### **Work Environment**

Work is performed in a variety of settings and conditions, both office and outside work, and in all kinds of weather conditions. Investigations may be performed in hazardous conditions such as structurally unsafe buildings, toxic or noxious atmospheres and high stress situations.

### **Physical Demands**

Must be able to climb stairs, ladders and walk on scaffolding. Must be able to crouch, kneel/squat, crawl, reach and bend at the waist. Must have good vision as well as listening and hearing skills. On occasion, must be able to lift up to 50 pounds.

## Brelsford, Deborah

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**From:** John Gulash <jrgulash@gulashlaw.com>  
**Sent:** Friday, February 5, 2021 9:57 AM  
**To:** Brelsford, Deborah  
**Subject:** Re: checking in re Felix Berrios

Thank you for reaching out to me regarding the upcoming hearing. Circumstances have not changed, but I have had further discussions with my client, Mr. Berrios. At this time I am authorized by my client to advise you that we are requesting that his appeal be withdrawn.

Do you need any more formal withdrawal of the appeal?

Atty. Bob Gulash

On Thu, Feb 4, 2021 at 4:44 PM Brelsford, Deborah <[deborah.brelsford@bridgeportct.gov](mailto:deborah.brelsford@bridgeportct.gov)> wrote:

Good afternoon, Attorney Gulash.

Tuesday, February 9 is the next Civil Service Commission meeting at 2:00 p.m. (via Zoom still) and as you know, this is the last opportunity for the appeal for Felix Berrios.

When we last spoke you indicated that his matter would not be resolved by the Courts by 2/9.

Will you be appearing before the Commission?

Please let me know your plans, at your convenience.

Thank you,

Deb

**Deborah J. Brelsford**

**Civil Service**

**City of Bridgeport**



ERIC M. AMADO  
Acting Personnel Director

*CITY OF BRIDGEPORT, CONNECTICUT*  
**CIVIL SERVICE COMMISSION**

CITY HALL \* 45 LYON TERRACE \* BRIDGEPORT, CONNECTICUT 06604-4023 \* (203) 576-7103 \* Fax 576-7102

Commissioners

RICHARD P. RODGERS  
MELVA FALBERG  
PAUL GRECH  
GAIL M. BUCCINO

February 4, 2021

Mr. Eric Stewart-Alicea  
912 Connecticut Ave.  
Bridgeport, CT 06607

Dear Mr. Stewart-Alicea:

Your request for an appeal regarding your disqualification from the hiring process for Public Safety Telecommunicator, due to failing your medical examination, is on the agenda for the February 9, 2021 Civil Service Commission meeting.

The meeting will be held virtually via the Zoom platform at 2:00 p.m.

You are invited to attend. The sign on details will be provided to you via email in advance of the meeting.

Yours truly,

Eric M. Amado  
Acting Personnel Director

/djb

cc: Lisa Mastronunzio

'21FEB2<sup>PM</sup>4:36 CTJ SERU

January 27, 2021

Eric Stewart-Alicea  
912 Connecticut Ave.  
Bridgeport, Conn. 06607

Eric Amado,  
Acting Personnel Director,  
City of Bridgeport  
45 Lyon Terrace  
Room 106  
Bridgeport, Conn. 06604

Mr. Amado,

I am writing to appeal the decision made by Civil Service Commission regarding my candidacy for Public Safety Telecommunicator.

Regards,



Eric Stewart-Alicea



ERIC M. AMADO  
Acting Personnel Director

*CITY OF BRIDGEPORT, CONNECTICUT*  
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MELVA FALBERG  
PAUL GRECH  
GAIL M. BUCCINO

January 27, 2021

Eric Stewart-Alicea  
912 Connecticut Ave  
Bridgeport, CT 06607

Dear Candidate Stewart-Alicea:

You were offered conditional employment as a Public Safety Telecommunicator with the City of Bridgeport, contingent upon passing all pre-employment screens.

This is to advise you that you have failed a portion of your medical examination and this conditional offer is being rescinded effective immediately. You will not be moving forward in this process and your name has been removed from the eligibility list for Examination #2366 – Public Safety Telecommunicator.

If you wish to appeal this decision, this office must receive a signed, written letter of appeal no later than 30 days from the date of this letter.

Sincerely,

Eric M. Amado  
A/Personnel Director

cc: Scott Appleby  
Lisa Mastronunzio



MASTER

*City of Bridgeport*  
*Labor Relations and Benefits Administration*  
45 Lyon Terrace  
Bridgeport, Connecticut 06604  
Telephone 203-576-7224

**CONFIDENTIAL**

*Joseph P. Ganim*  
Mayor

**Hand Delivered**

*Eric Amado*  
Director

*Monquencelo T. Miles*  
Benefits Manager

February 5, 2021

Ms. Lynda J. McManus  
20 Van Ness Street  
Norwalk, CT 06850

**Re: Recommended Termination of Probationary Employment**

Dear Ms. McManus,

You were hired on September 28, 2020 as an Employee Benefits Coordinator in the Benefits Administration Department of the City. Continued employment is conditional on successful completion of a six (6) month probationary period of employment.

Upon examination of your probationary employment evaluations and as discussed during your Probationary Reviews for the period September 28, 2020 through January 28, 2020, your work performance has been inadequate and unsatisfactory. We discussed during your reviews specific deficiencies and ways to remedy your errors; yet you have not been able to meet the expectations and work performance requirements of this Department. Your inability to meet expectations and execute the essential functions of your position has resulted in tremendous liability and financial harm to the City.

I am therefore recommending to the Civil Service Commission that your employment with the City be terminated immediately. This issue will be addressed at the Civil Service Commission scheduled for Tuesday, February 9, 2021.

You are hereby placed on paid administrative leave pending the outcome of a Civil Service Commission vote on my recommendation.

Sincerely,

Monquencelo T. Miles  
Benefits Manager

cc: Janene Hawkins, CAO  
John Gomes, Asst. CAO  
Eric Amado, Interim Personnel Director  
Philip J. White, Senior Labor Relations Officer  
Milta Feliciano, LIUNA

**From:** DeMoura, Laura <[Laura.DeMoura@Bridgeportct.gov](mailto:Laura.DeMoura@Bridgeportct.gov)>

**Sent:** Friday, January 29, 2021 8:10 AM

**To:** Amado, Eric

**Subject:** FW: Lisa F appointed Asst Purchase Agent

Good Morning Eric,

I would like to formally file a complaint over the appointment of Lisa Farlow as the Assistant Purchasing Agent.

This is not an appointed position but a tested position.

If this is on an acting basis, it should go by seniority within the department and also with input from the department head Bernd Tardy.

I look forward to getting added to the agenda and discussing further at the next civil service commission meeting.

Thank you,

Laura DeMoura

Buyer- Bridgeport Board of Education

999 Broad Street

Bridgeport, CT 06604

P: (203) 332-3077

F: (203) 576-8421

E: [Laura.DeMoura@bridgeportct.gov](mailto:Laura.DeMoura@bridgeportct.gov)



**From:** Flatto, Kenneth <[Kenneth.Flatto@Bridgeportct.gov](mailto:Kenneth.Flatto@Bridgeportct.gov)>

**Sent:** Tuesday, January 19, 2021 3:50 PM

**To:** Farlow, Lisa <[Lisa.Farlow@Bridgeportct.gov](mailto:Lisa.Farlow@Bridgeportct.gov)>; DeMoura, Laura <[Laura.DeMoura@Bridgeportct.gov](mailto:Laura.DeMoura@Bridgeportct.gov)>; Silva, Pedro <[Pedro.Silva@Bridgeportct.gov](mailto:Pedro.Silva@Bridgeportct.gov)>; Laue, Kimberle <[Kimberle.Laue@Bridgeportct.gov](mailto:Kimberle.Laue@Bridgeportct.gov)>

**Cc:** Tardy, Bernd <[Bernd.Tardy@Bridgeportct.gov](mailto:Bernd.Tardy@Bridgeportct.gov)>; Trachtenburg, Lisa <[Lisa.Trachtenburg@Bridgeportct.gov](mailto:Lisa.Trachtenburg@Bridgeportct.gov)>; Ferreira, Sandra <[sandra.ferreira@Bridgeportct.gov](mailto:sandra.ferreira@Bridgeportct.gov)>

**Subject:** Lisa F appointed Asst Purchase Agent

Hi folks,

We wanted to you know that Lisa has just been appointed to the Assistant Purchasing Agent position!. Congratulations to Lisa on her expanded responsibilities.

You have all been working hard and teaming together well, which is much appreciated.  
And my hope is that your division will continue to meet the challenges ahead.  
We are seeking to fill the buyer position over this next month as timely as we can in hopes that you can get back to full budget strength soon.

Ken